

**Parks Committee Meeting
Courthouse Conference Room A231
April 6, 2011 9:00 a.m.**

Call to Order: Meeting was called to order at 9:02 a.m. by Vice Chairperson Kotlowski.

The meeting was properly announced.

Roll Call: Committee Members: Jerry Kotlowski, Dave Renner, Deena Griffin, Bill Miller, and student representative Ethan Olson. Others present: Fred Nickel – Director Parks/Recreation, Darren Tolley – Petenwell Park Manager, Mark Miller – Castle Rock Park Manager, and Rita Kolstad – Parks Clerk/Bookkeeper.

Approve Agenda: Motion by Griffin/Renner to approve the agenda as presented. Motion carried by unanimous vote.

Previous Minutes: Motion by Miller/Griffin to approve the February 9, 2011, minutes as printed. Motion carried by unanimous vote.

Agenda Items:

Correspondences /Special User Requests: Motion by Renner/Griffin to approve the following user requests per Adams County Parks Ordinance No. 6-2008, Section 1.5.1: Quincy Fire Department's request to hold a pancake breakfast at the Castle Rock Park shelter bldg. September 4, 2011, and the Lake Mason Lions Club's request to hold a spring fisheree on Lake Mason May 7, 2011. Request to include fisheree participants be exempt from paying a park user fee for the event. Non-fisheree participants will be required to pay the park user fee as usual. Motion carried with Miller voting no on the fisheree and stated he is opposed to Club's making a profit from public waterways.

Director read a thank you note from the Roche-A-Cri Little League group for the County's annual allocation to their program.

Public Participation on Agenda Items: None.

Recreation Report by Committee Members: Miller asked if there is a deadline date for ice shanty's to be removed from the parks. Director reported that the Outlying Caretaker returns to work April 15 and any remaining shanty's are then hauled to Solid Waste if the owner(s) cannot be contacted for immediate removal.

Trails Management Report: Coordinator reported April 15 is the deadline to submit ATV and snowmobile grant requests. Discussion followed. Motion by Griffin/Renner to approve the Trails Coordinator submit for ATV and snowmobile trails funding as in previous years to include one snowmobile bridge rehab/replacement on Big Roche-A-Cri on the Dellwood/Moundview Snowmobile Club trail and one bridge replacement on the New Haven Sno Streakers Club trail.

Snowmobile trail audit to be completed by July 1, if the County has spent more than \$150/mile for trail grooming the County will submit for supplemental grooming reimbursement.

ATV trails re-open May 19.

Tourism Report: Director reported attendance is up at the sport shows and he has been receiving positive feedback on Adams County's display including recently from Wisconsin's Lt. Governor on how Adams County promotes its' resources.

Review Proposed 2011-2012 State Grant Requests: Coordinator reported under Trails Mgt. Report above.

Equipment Purchases: Committee reviewed quotes for a new mower for outlying parks. Mower was budgeted for and committee approved either mower to be purchased at the Director and Caretaker's discretion. Motion by Renner/Griffin to approve the purchase of one tractor from Faivre Implement Inc., for Petenwell Park on a 3-year lease contingent upon Finance Committee's approval. All allocated monies from the 2011 budget to be applied to lease purchase price. Motion carried by unanimous vote. Motion by Griffin/Miller to approve out right purchases of a Zero turn mower for Castle Rock Park for \$10,650.00 from Faivre Implement Inc., and the purchase of an electric Polaris Ranger from Country Sports for \$10,000.00 for Petenwell Park. Motion carried by unanimous vote. Any equipment no longer usable at the parks will be placed for sale on the state auction sale as in the past. Petenwell Park will keep one of its' two current Rangers and one will go to Castle Rock Park.

Vacant LTE and Seasonal Positions for Swim Program, Castle Rock and Petenwell Parks: Director distributed copies of returning employees including wages and vacant positions and reviewed with Committee. Discussion followed. Motion by Griffin/Renner to approve promoting Castle Rock Park employees James Gollnick to the Groundskeeper/Landscaper Level I position and Julia Robbins to the Park Aide Level II, Class I position. Motion to include promoting Petenwell park employee Tim Kilps to the Assistant Manager II position and the Swim Program employee Katie Heinz to the Assistant Swim Coordinator position. Motion to include if any LTE or seasonal positions become vacant, positions may be filled immediately as is necessary for park operations. Motion also to include advertising to fill the current vacant positions. Motion carried by unanimous vote.

Castle Rock Park Road Rehabilitation Project: Director reported there is \$15,000.00 allocated in the 2011 budget for Castle Rock Park road repairs and distributed photos of the roads for the Committee's review. The project will be placed out on bids and Committee will review bids and award the project at the next Committee meeting or at their earliest convenience.

Future Funding of Park Facilities/Projects: Director will be making a presentation to County Board at 2012 budget time on how the County may remove the Parks Department from the County property tax levy utilizing sales tax generated by the Department's work activities.

Revenue Report: Motion by Renner/Griffin to approve the revenue report as presented. Motion carried by unanimous vote.

Expense Check Summary Report and Fund Balances for Castle Rock and Petenwell Parks: Reviewed by Committee.

Future Agenda Items: Castle Rock Park Road Rehabilitation Project Bid Opening and Awarding of Project, and Employee Status Report.

Set Next Meeting Date: May 11, 2011, 1:00 p.m., Courthouse Conference Room A231.

Adjourn: Motion by Griffin/Miller to adjourn at 10:50 a.m. Motion carried by unanimous vote.

Submitted by,

Deena Griffin
Secretary

